

Kelston and van Asch Deaf Education Centres

Minutes of the Combined Board of Trustees meeting held on 27 June, 2016, commencing at 9.30am, Kelston Deaf Education Centre, Tu Kokiri Room

Present: Rachel Douglas (Chairperson), Bernie Mulcahy-Bouwman,
David Foster, Crystal Skinley, David McKee, Rachel Coppage,
Krista Clifford, Ratu Ratu, Merran Gwyndell (arrived at 10am)

Apologies: Cha'nel Kaa-Luke & Meghan Coppage

Secretary: Jill Le Prou

Interpreters: Melody Faaiu & Geri Durville

In Attendance: Rose Drummond, Verna Purvis, Hilda Baker, Margaret Carr,
Richard Lam, Michael Heeney, Lynne Guy, Eric Coppage, Joy
Creet, Glenn Dillon, Shona Jones, Tom Purvis (arrived at
1.30pm)

WELCOME

Rachel D welcomed everyone to the meeting.

APOLOGIES

Cha'nel Kaa-Luke & Meghan Coppage

CONFLICTS OF INTEREST

Nil

Welcome & Introduction

Rachel D welcomed everyone to the meeting and explained that the Chairperson election will be held after the introductions.

David F explained the health and safety for the building.

We had the previous Board members present for this meeting to help with a handover – Eric Coppage, Joy Creet and Glenn Dillon.

Introductions took place of the whole Board.

Rachel D went through the Governance Manual explaining what was included in it.

[Merran Gwyndell arrived at 10am]

Bernie explained the purpose of the Charter. This is a key document of the Board as it sets the strategic direction of the Board.

[Verna Purvis left the meeting at 10.30am]

Elect Chairperson

Glenn Dillon assumed the chair at this stage to facilitate the election of a new Chair.

Rachel Douglas was nominated as the Chair.

Moved by David McKee
Seconded by Crystal Skinley

Rachel D accepted the nomination.

As there were no other nominations Rachel Douglas was elected as Chairperson for the next year unopposed.

CARRIED

A question was asked regarding the election process and how many voting papers were sent out and how many were returned.

Approximately 2,300 were sent out and 115 were returned.

Suggestions for how to improve the election process to be added to the Parking Lot.

Briefing Paper to Incoming Board

Rachel D went through this Paper section by section.

Farewell to outgoing Trustees

Rachel thanked Glenn, Joy and Eric for their time on the Board. A gift was given.

Aileen (Co-opted Maori Trustee) was also acknowledged and a gift will be sent to her.

[Eric and Joy left the meeting at 1.30pm]

[Tom Purvis joined the meeting at 1.30pm]

PREVIOUS MINUTES

May Minutes

Minutes of the meeting held on 23 May, 2016, were confirmed.

Crystal Skinley / David Foster
CARRIED

Matters Arising

Nil

CORRESPONDENCE

Received Inwards and Outwards correspondence.

David Foster / Krista Clifford
CARRIED

PRINCIPALS REPORTS

van Asch – Received for information only.

Bernie and three other Senior DEC staff attended the NZ Federation of Deaf Children Conference in Christchurch over Queen's Birthday weekend. Bernie was asked to speak on service delivery resourcing from the DEC's. Mark Douglas and Brian Coffey presented on NZSL Project initiatives. Received some very robust feedback after the presentations. Response around NZSL@School. Parents have children with quite different needs such as Children with Unilateral hearing loss. Parents still seeing lots of inconsistencies in services across NZ. Lots of feedback from the Otago parents around lack of support for students in their area. Following the Conference, Bernie and Brian Coffey arranged to meet with the Dunedin parent group to listen further to their concerns during term 3.

Agreed: The report be accepted.

Crystal Skinley / Merran Gwyndell
CARRIED

Kelston - Received for information only.

Two key events were hosting Dr Shirin Antia and attending the FCEI Conference in Austria.

David F thanked the Board for enabling him to attend the FCEI Conference.

An executive summary of this conference was included in his Principal's Report.

In term two the second Joint Senior Management Team meeting this year was held. This included van Asch and Kelston Managers. They looked at the briefing document, revisited the Charter and looked at progress made so far this year. For the remainder of the year six things were agreed on that both Centres will look at.

- Bilingual pedagogy
- Student assessment
- Hub explorations
- Development opportunities for Deaf Leadership
- Workforce development
- Service pathways clarity

Project Management needs to be looked at across the Centres.

David F listed three challenges in his FCEI Executive Summary.

Recommendation: David F and Kate Whale (President NZFDC) recommend a joint meeting/discussion between representatives of the new Board and NZFDC so that both groups can align their strategic planning priorities for 2017 and beyond.

This recommendation will be placed in the parking lot.

Agreed: The report be accepted.

David Foster / Crystal Skinley
CARRIED

FINANCE

Audited Consolidated Annual Accounts 2015

For information only.

May Financials

Kelston

Taken as read.

Moved: The May Financials be accepted.

David Foster / David McKee
CARRIED

van Asch (April and May Financials)

Taken as Read

Sometimes there are timing differences between the Board meetings and when accounts are ready. This was discussed at the Finance Committee meeting. Improved scheduling will be explored for 2017.

Currently have an actual surplus of \$220,802.

Four concepts that NZSL funding will be applied to:

- HUB Concept
- Resource development (for at distance learning)
- Deaf leadership
- Bilingual pedagogy

Moved: The April and May Financials be accepted.

Bernie Mulcahy-Bouwman / Rachel Coppage
CARRIED

Finance Committee Meeting

Minutes from the last Finance Committee meeting were included in the Agenda.

Funding Applications

The Trillion Trust

The Board resolves to support an application from Kelston Deaf Education Centre to The Trillion Trust requesting financial assistance towards the costs involved in hosting a Speech Language Competition including trophies, medals and interpreter costs.

Proposed Amount: \$3,600.00

David Foster / Ratu Ratu
CARRIED

The Kathleen Dorothy Kirby Charitable Trust

The Board resolves to support an application from Kelston Deaf Education Centre to The Kathleen Dorothy Kirby Charitable Trust requesting financial assistance towards the costs involved in hosting a Speech Language Competition including trophies, medals and interpreter costs.

Proposed Amount: \$3,600.00

David Foster / Crystal Skinley
CARRIED

VAN ASCH DEAF EDUCATION - EDUCATION BRIEF

Tabled

This brief has been based on a MoE template.

This brief is based on programmes currently offered on the van Asch site.

The Board needs to read this document and say if they support the vision of programmes provided into the future.

The Education Brief needs to be submitted to the Ministry by 1 August.

An extraordinary meeting needs to be set prior to 1 August for either the whole Board to be present or a sub-Committee of the Board to attend.

It was suggested that at this meeting a summary presentation was given.

This meeting will take place at van Asch on Friday 22 July of the whole Board.

Teacher of the Deaf Training (TOD)

Memo received.

After the meeting with the MoE on 21 June the Ministry will look at options but there is currently no more funding available for additional study awards.

The MoE may look at partial funding options e.g. one option is for the MoE to "bulk fund" the 8 study awards but additional funding would still need to be picked up by the DEC's.

Recommendation: The Board supports the Principals to continue negotiations with the MoE about the number of teacher of the deaf study awards that are available in 2017 and beyond.

Bernie Mulcahy-Bouwman / Crystal Skinley
CARRIED

Recommendation: The Board approves that the Principals negotiate with MoE that the DEC's have greater formal involvement in the Teacher of the Deaf training programme. This will include:

1. A proposed practicum and theory training package
2. Develop a practice mentoring programme

Bernie Mulcahy-Bouwman / Merran Gwyndell
CARRIED

CURRICULUM REPORTS

Deferred to next meeting.

GENERAL BUSINESS

KDEC and Kelston Girls College common Boundary Realignment

David Foster / Ratu Ratu
CARRIED

All members in the gallery left the meeting at 2.50pm.

IN-COMMITTEE – 2.50pm

Crystal Skinley / David Foster
CARRIED

OUT OF COMMITTEE – 3.00pm

David Foster / Crystal Skinley
CARRIED

Meeting finished at 3.00pm

Next Meeting: Monday 29 August, 2016 – Wellington Airport Conference Centre

ACTIONS:

Elect Chair

Suggestions for how to improve the election process to be added to the Parking Lot.

PRINCIPALS REPORTS

Recommendation: David F and Kate Whale (President NZFDC) recommend a joint meeting/discussion between representatives of the new Board and NZFDC so that both groups can align their strategic planning priorities for 2017 and beyond.

This recommendation will be placed in the parking lot.

VAN ASCH DEAF EDUCATION - EDUCATION BRIEF

The Board needs to read this document and say if they support the vision of programmes provided into the future.

The Education Brief needs to be submitted to the Ministry by 1 August.

An extraordinary meeting needs to be set prior to 1 August.

This meeting will take place at van Asch on Friday 22 July of the whole Board.

Teacher of the Deaf Training (TOD)

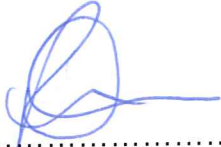
Recommendation: The Board supports the Principals to continue negotiations with the MoE about the number of teacher of the deaf study awards that are available in 2017 and beyond.

Recommendation: The Board approves that the Principals negotiate with MoE that the DEC's have greater formal involvement in the Teacher of the Deaf training programme. This will include:

1. A proposed practicum and theory training package
2. Develop a practice mentoring programme

CURRICULUM REPORTS

Deferred to next meeting.



.....

Rachel Douglas

Chairperson

Board of Trustees

29/8/16

.....

Date